

MEETING NOTICE

TO: Budget, Finance & Investment Committee

FROM: Joyce Ealy, Chairman

TIME: Thursday, May 6, 2010 – 5:30 P.M.

PLACE: Courthouse, Room 205

AGENDA

1. Approve Minutes
2. Investment Report
3. Fund Condition Report
4. General Fund Budget Amendments:
 - A. Planning & Engineering
 - B. Insurance Department
 - C. Miscellaneous
 - D. Youth Services
 - E. Juvenile Detention
 - F. Sheriff's Department (5)
 - G. Health Department
 - H. Election Commission
5. Solid Waste/Sanitation Fund Budget Amendment
6. Ambulance Service Fund Budget Amendment (4)
7. General Purpose School Fund Budget Amendment
8. Approve Grant Application for Assistance to Firefighters Grant
9. Approve Christy Houston Grant Application
10. Insurance Report
 - A. Financial Report
 - B. Recommendation from Insurance Committee Regarding 2011 Health and Dental Insurance Rates
 - C. Recommendation from Insurance Committee Regarding Property & Casualty Renewal
 - D. Recommendations from Insurance Committee Regarding GASB 45 Liability for Other Post-Employment Benefits
11. Resolution to Adopt the Strategic Economic Development Plan
12. Resolution to Affirm Compliance with Federal Title VI Regulations
13. Other Business

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To also include items that may be forwarded by Steering Committee & Public Works Committee after agenda is mailed.

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cc: Commissioners
Ernest Burgess
Jim Cope
Teb Batey
News Media

In Accordance with ADA (AMERICANS WITH DISABILITIES ACT), any disabled persons requiring accommodations for participation in the meeting should contact the Finance Department (898-7795) at least two working days prior to the meeting in order that appropriate accommodations can be made.

EXPLANATION OF AGENDA ITEMS

1. The minutes of the April 8, 2010 meeting will be presented for approval.
2. Mr. Teb Batey, Trustee, will present the monthly Investment Report.
3. The Finance Director will present the Fund Condition Report for the month ending April 30, 2010
4. **General Fund Budget Amendments:**

- A. The Planning Director will be requesting approval of the following budget transfer to provide additional funding for the Part Time Personnel Account. Additional part time hours have been required for office coverage due to the loss of a full time position:

From:	101-51720-161 – Secretary -	\$2,520
To:	101-51720-169 – Part Time Personnel -	\$2,520

- B. The Finance Director will be requesting approval of the following budget amendment for the Insurance Department to recognize a contribution from CIGNA to be used toward employee wellness programs. The county must first spend the funds, then are reimbursed by CIGNA. Qualifying purchases must be purchased before June 30, 2010:

Increase Revenue:	101-44570 – Contributions/Gifts -	\$ 8,500
Increase Expend.:	101-51920-599 – Other Charges -	\$ 8,500

- C. The Public Safety Committee has recommended approval of the following budget amendment to recognize contributions received from various organizations and to appropriate the contributions to erect a monument in honor of “Fallen Firefighters” on the courthouse grounds:

Increase Revenue;	101-44570 – Contributions/Gifts -	\$4,200
Increase Expend.:	101-58900-799 – Other Capital Outlay -	\$4,200

- D. The Finance Director will be requesting approval of the following budget amendment to provide additional funding for the Employee and Dependent Insurance for the Youth Services Department:

From:	101-58600-205 – Employee Benefits -	\$4,000
To:	101-53910-205 – Youth Service/Employee Insurance -	\$4,000

- E. The Juvenile Detention Center Director will be requesting approval of the following budget transfer to provide additional funding for the Guards Account due to an employee leaving in November, and the position was filled in December. Secondly, it is being requested to pay down an employee’s compensatory time by half (120 hrs.), and additional funding is needed in the Overtime Pay Account. Money is available in the Attendants line item due to turnover:

From:	101-54240-164 – Attendants -	\$ 3,442
To:	101-54240-160 – Guards -	\$ 1,852
	101-54240-187 – Overtime Pay -	1,590

- F. The Sheriff’s Department will be requesting approval of the following budget amendment to recognize additional revenue from the Sex Offender Registry, and to appropriate the additional revenue to cover a TBI invoice:

Increase Revenue:	101-43395 – Sex Offender Registry Fee -	\$ 500
Increase Expend.:	101-54160-599 – Other Charges -	\$ 500

The Sheriff’s Department will be requesting approval of the following budget amendments to recognize revenue for the 2009 State Criminal Alien Assistant

Explanation of Agenda Items (cont'd)

Program Grant for Repair and Maintenance of Buildings; to transfer \$3,600 within the Detention budget to cover estimated custodial cleaning supplies and estimated equipment repairs; to transfer \$24,000 within the Detention budget to cover costs of building improvements for replacing bulbs using more efficient compact fluorescent bulbs and to cover estimated extradition costs; and to transfer funds within the ARRA Re-entry grant budget to purchase workbooks for the program:

Increase Revenue: 101-47990 – Other Federal Revenue -\$18,825
Increase Expend.: 101-54210-335 – Maint./Repair Bldgs. - \$18,825

From: 101-54210-334 – Maintenance Agreements - \$3,600

To: 101-54210-410 – Custodial Supplies - \$1,600
101-54210-336 – Maint./Repair Equipment - 2,000

From: 101-54210-452 – Utilities - \$24,000

To: 101-54210-707 – Building Improvements - \$15,000
101-54210-354 – Transportation Other Than Students- 9,000

From: 101-58803-355 – Travel - \$ 400

To: 101-58803-499 – Other Supplies/Materials - \$ 400

- G. The Health Department Director will be requesting approval of the following budget transfer as a result of an amendment to the state contract budget to allow unused H1N1 contract dollars to be used for repairs, supplies and equipment:

From: 101-55190-399 – Other Contracted Services - \$ 51,500

To: 101-55190-335 – Maint/Repair Buildings - \$ 29,000
101-55190-499 – Other Supplies/Materials - 4,800
101-55190-711 – Furniture & Fixtures - 3,000
101-55190-735 – Health Equipment - 14,700

- H. The County Mayor will be requesting approval of the following budget amendment to provide funding to pay legal fees for the election commission and the election administrator. Funding will be provided from the Miscellaneous Category:

From: 101-58900-321 – Engineering - \$ 10,000
101-58900-331 – Legal Services - 15,000
101-58900-599 – Other Charges - 7,500

To: 101-51500-331 – Legal Services - \$ 25,000
101-51500-599 – Other Charges - 7,500

5. The Solid Waste Director will be requesting approval of the following budget amendment to utilize additional revenue received from Tipping Fees to provide additional funding for Contracts with Private Agencies and Disposal Fees for tire disposal. He will also be requesting to transfer \$5,680 from the Truck Drivers Account to Laborers to pay the accumulated leave for an employee who has left:

Increase Revenue: 116-43110 – Tipping Fees - \$40,000

Increase Expend.: 116-55754-312 – Contracts w/Private Agencies - \$25,000
116-55754-359 – Disposal Fees - 15,000

Explanation of Agenda Items (cont'd)

From: 116-55732-147 – Truck Drivers -	\$5,680
To: 116-55732-149 – Laborers -	\$5,680

6. The Ambulance Service Director will be requesting approval of the following budget amendments to appropriate revenue received from MTSU for providing medical coverage at various events for Overtime Pay and the related benefits:

Increase Revenue:	118-43990 – Other Charges for Services -	\$21,625
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Increase Expend.:	118-55130-187 – Overtime Pay -	\$17,206
	118-55130-201 – Social Security -	1,341
	118-55130-204 – State Retirement -	2,765
	118-55130-212 – Employer Medicare -	313

The Ambulance Service Director will be requesting approval of the following budget transfers to provide additional funding for the State EMS Licensure due to an increase in price; to provide additional funding for postage due to an increase in volume; and to provide additional funding to purchase a scanner:

From: 118-55130-322 – Evaluation/Testing -	\$ 5,000
To: 118-55130-399 – Other Contracted Services -	\$ 5,000

From: 118-55130-307 – Communications -	\$ 5,500
To: 118-55130-348 – Postal Charges -	\$ 5,500

From: 118-55130-307 – Communications -	\$ 5,000
To: 118-55130-719 – Office Equipment -	\$ 5,000

7. The Director of Schools will be requesting approval of the following budget amendment to recognize additional BEP revenue of \$528,000 and to appropriate the additional revenue for medical insurance:

Increase Revenue:	141-46511 – Basic Education Program -	\$528,000
Increase Expend.:	141-71100-207 – Medical Insurance -	\$528,000

8. The County Mayor will be requesting approval to submit a grant application for the 2010 Assistance to Firefighters Grant to provide funding to purchase two pumper/rescue trucks and equipment for county fire department
9. The County Mayor will be requesting approval to submit a grant application to the Christy Houston Foundation to purchase four ambulances and to request \$400,000 for the construction of a fire/rescue station for county fire department to be located on Barfield Road.
10. The Finance Director will present the following recommendations from the Insurance Committee:
- A. Financial Report
 - B. 2011 Plan Year Health and Dental Insurance Rates
 - C. Property & Casualty Renewal: Property coverage renewal with Allianz (current provider) including replacement values with a quoted premium of \$360,362. Crime coverage renewal with Great American with a one-year rate guarantee premium of \$8,900. Casualty renewal with ACE USA with a premium cost of \$643,688.
 - D. The Insurance Committee adopted several recommendations regarding the GASB 45 Liability for Other Post-Employment Benefits in order to reduce the Annual Required Contribution (ARC). These recommendations have been forwarded to the Budget Committee and consist of recommendations for newly hired employees after June 30, 2010; Employees with 0-7 years of service as of June 30, 2010; 7-10 years of service as of June 30, 2010; 10-20 years of service as of

Explanation of Agenda Items (cont'd)

- E. June 30, 2010; and 20-20 years of service as of June 30, 2010. See Attached handout.
- 11. The County Mayor will be requesting approval of a Resolution to Adopt the Strategic Economic Development Plan regarding the Three-Star Program and declaring that Rutherford County has adopted a five-year strategic economic development plan to be updated annually.
- 12. The County Mayor will be requesting approval of a Resolution to Affirm Compliance with Federal Title VI Regulations as required by the Community Development Division of the Tennessee Department of Economic and Community Development in administering the Three-Star Program. All communities designated as Three-Star communities must confirm that the community is in compliance with the regulations of Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987.
- 13. Other Business